STATE OF CALIFORNIA   STEVE WESTLY,
                                                                            California State Controller

STATE CONTROLLER'S OFFICE
PERSONNEL/PAYROLL SERVICES DIVISION
P. O. BOX 942850
Sacramento, CA 94250-5878

DATE: August 9, 2006

TO: All Agencies and Campuses in the Uniform State Payroll System

FROM: DON SCHEPPMANN, Chief
        Personnel/Payroll Services Division

RE: **PAYROLL PROCEDURES MANUAL – JULY REVISION # 06 – 07**

        The Internet version of the Payroll Procedures Manual (PPM) has been updated and replaced with the
        current PDF version dated July 2006. The manual can be obtained by accessing the State Controller's
        Office public web site at: http://www.sco.ca.gov/ppsd/ppm/index.shtml.

        Recent changes have been made to the PPM to streamline researching and navigation of the manual.
        Please refer to Payroll Letter #06-014 for additional information regarding the changes to the PPM.

        Vertical revision bars in the right margins indicate additions, deletions, or changes. Revision bars are
        not inserted for format and minor grammatical changes.

        The July 2006 revision and brief summaries for section/subsections are provided below:

        Section H: 214 – Retirement ID Exclusion Amounts and State Share Rates - Revised.

        There are two links provided on the Index page of the PPM that provide instructions for using the
        Automated List Management System – Majordomo. The first link,
        http://www.sco.ca.gov/ppsd/scoltrs/listserv.pdf "How To Instructions", provides instructions for
        subscribing/un-subscribing to one of the nine distribution lists. The second link, "To
        Subscribe/Unsubscribe", provides an e-mail addressed to Majordomo@srv1.sco.ca.gov for making
        your subscription request.

        If you have any comments/suggestions or questions that would benefit the PPM, please contact
        Terri Yarbrough at (916) 322-1245 or via email at tyarbrough@sco.ca.gov.

        DS:TY:CSS